Public Report Committee Minutes, June 27, 2007

Cindy called the meeting to order at 8:30 am.

Correction to be made to Chair of Public Report Sub-Committee is to be Barb Secrest, not Sharon Peterson.

Roy and Cindy wanted to let everyone know that they have been getting a lot of calls and complaints about the Soils Report requirement that became effective May 1, 2007. Investigations made the request to include this document in the filing at the time of original application.

Roy and Cindy have discussed and are asking the sub-committees to consider a recommendation to only require the Soils Report on Improved Lots. Sharon Peterson and David Fyke disagreed. Maybe explore some other avenue to alleviate this burden on old paper subdivisions and condo conversions. Cindy's response was to include recommendations of any kind from the committees in our report to the Commissioner.

Richard Scott: What is the nature of the calls?

Cindy Ferrin: The cost of getting a Soils Report is the main issue. If everyone can think about this and put in a recommendation with supporting reasons for a change, that would be great.

Cindy turned meeting over to the Chairs of the Sub-Committees for their reports.

Barb Secrest, Chair for the Public Report Sub-Committee:

Re-arranged the public report (layout). Barb brought hand-outs as a sample and passed around. Purpose was to inform the purchaser of what/where they are buying.

Utilities section recommended to provide the name, telephone and website only. Not fees, with the completion date of all facilities to be listed at the bottom of this section.

The Subdivision Characteristics section would be moved to the middle of the report.

Angela Sutton: I think it looks great. Comments from group concur.

Barb Secrest: The only thing that I left off is the Exhibit "A" because there has been discussion of us not including it in the report.

Cindy Ferrin: What does everyone think about excluding the Exhibit "A"?

Committee is unanimous in their agreement to exclude the Exhibit "A".

Sherrie Mack, Chair for the Questionnaire Sub-Committee:

We took the original application and separated it out. Created a 5 page application with a single affidavit. This is to deal with the Good Guy/Bad Guy questions.

Then we took the rest of it and re-arranged questions and removed repetitious information/questions. It is still long due to volume of information to be included.

Referred back to initial questions instead of repetition.

Special thanks to Sandra Rodriguez for making changes to the Questionnaire.

Discussion as to whether or not we should include the Questionnaire as part of the filing or use it as a worksheet. Angela Sutton contributed copies of the "Questionnaire Worksheet" from California. If we are moving towards recommending the questionnaire as a worksheet instead of an inclusive document, then this would be a helpful model.

Angela Sutton, Chair for the Electronic Sub-Committee:

Presented minutes from the two meetings one of which included Kevin Goode of the Department's IT Department.

At our previous public report meeting, we had assignments for each of the members to contact 10 States to see what, if any, approval process they had for developers.

Christine Deal prepared an excel spreadsheet to summarize our findings. (Spreadsheet is attached).

What we discovered is that none of the states have electronic public report filings except the State of Illinois. Most states don't even have an approval process.

Tom Oteri agreed to follow up with the State of Illinois to find out more about the software that they use and how their electronic process works.

Angela Sutton contacted California (whose public report process is very similar to Arizona), and although they do not currently have an electronic filing process in place, they are interested in communicating with us on our progress. The contact in California is Chris Neary at (916) 227-0819.

After our discussion of our findings, we moved our meeting to the office of Kevin Goode, IT for the DRE.

Kevin stated the following:

➤ "Technology Committee" is working on the feasibility of the DRE's capabilities of handling electronic public report filings.

- Feasibility of improving the DRE's current computer system will depend heavily on legislature approval.
- ➤ It would also depend on statutory requirements (in particular, current forms and required documentation) as to how we would proceed.
- ➤ The DRE does partner with IBM on the Licensee online system.
- ➤ GITA (The States IT oversight) would have a final say in whether or not they would approve an electronic filing process and they would be contributing funds.

We ended the meeting by agreeing that we needed to work with the other committees as to their recommended changes to ensure the feasibility of our goals. Kevin agreed to meet with us again as we move forward.

Further Discussion:

It was brought and asked why can't we just email the information in or provide on CD Rom?

Cindy Ferrin: Some of the documents would be too big to open in an email. I'm the only one that has a CD writer installed and that is mainly why we haven't been able to accept everything on CD Rom. We now have purchased the CD Rom writers, but they have not been installed.

One of our goals is to have those set up by summer's end and everyone will be able to write document to a CD. Once the "computer guy" gets back, then that will be first priority.

Spencer Kamps: What about talking about a "wish list" for funding for updated computer data.

Cindy Ferrin: Kevin will not know how much it will costs to upgrade systems. That information comes from GITA and IBM.

Donna Imhausen: What about checking with the companies that handle electronic filings from their offices? Donna will email the information for contacts on electronic filing to Angela.

Cindy Ferrin: If all of the Sub-Committee will prepare a final statement/report of the results of their sub-committee meetings and agendas, they will be included in our final report to the Commissioner on August 10, 2007. Angela and I only have about 15 minutes to present our recommendations, but the Commissioner reads everything and will read what we present to him.

Cindy's main reason to serve on this committee is to get rid of the illegal subdividers and make it easier for the good guys to get their approvals and sell.

At 9:10, we broke up into our individual sub-committee groups for further discussion.